



**TOWN OF WILTON  
PLANNING BOARD MEETING  
APPROVED MINUTES**

**DATE:** December 16, 2015  
**TIME:** 7:30 PM  
**PLACE:** Wilton Town Hall Courtroom

**PRESENT:** Wilton Planning Board Members: Chairman Jeffrey Kandt, Vice-Chairman Sara Spittel, Neil Faiman, Alec MacMartin, Tracey Ewing (Alternate voting for Matt Fish), Dawn Tuomala (Alternate voting for Marion Kearns), NRPC Representative Camille Pattison, Secretary Sorrell Downing, Jim Kofalt.

**Public Hearing**

Chairman Kandt opened the public Hearing at 7:40 PM.

**The discussion on the proposed amendments and changes to the Wilton Zoning Ordinance are as follows:**

*Section 3, Definitions, 3.1.23.A Off Premise Sign*  
*Section 16, Signs, to address a shift from the Planning Board to the Building Inspector regarding sign approvals*  
*Section 16, Signs, to address the recent Supreme Court Case on Sign Regulations*  
*Section 17, Non-Conforming Uses and Buildings, to address last year's incorrect warrant article language to revise and add language regarding a non-conforming building or structure.*

Ms. Pattison updated the ordinances as discussed in the last meeting. A few clerical changes were made and will be updated. Mr. MacMartin asked for "U.S." to be added before "Supreme Court."

*A MOTION was made by Mr. MacMartin and SECONDED by Mr. Faiman to bring the proposed amendments to Section 3 of the Wilton Zoning Ordinances to Town Meeting for vote.*

*Voting: 5 ayes. Motion carried.*

*A MOTION was made by Mr. MacMartin and SECONDED by Ms. Spittel to bring the proposed amendments to Section 16 of the Wilton Zoning Ordinances to Town Meeting for vote.*

*Voting: 5 ayes. Motion carried.*

*A MOTION was made by Mr. MacMartin and SECONDED by Ms. Ewing to bring the proposed amendments to Section 17 of the Wilton Zoning Ordinances to Town Meeting for vote.*

*Voting: 5 ayes. Motion carried.*

*A MOTION was made by Mr. MacMartin and SECONDED by Mr. Faiman to close the public hearing at 8:00 PM.*

*Voting: 5 ayes. Motion carried.*

Mr. Kandt closed the Public Hearing at 8:00 PM

### **Warrant Language and Town Report**

Ms. Tuomala has done them in the past. Ms. Pattison and Ms. Downing will work together to draft something for Ms. Tuomala and Ms. Farrell.

Ms. Downing will type up a draft report for review to submit for the Town Report to Ms. Miller.

### **NRPC 2<sup>nd</sup> Representative**

Mr. Kofalt saw the posting for the open position needing a 2<sup>nd</sup> NRPC Representative and has spoken with Ms. Pattison about the requirements and commitments. Mr. Kofalt is looking to serve the community on a smaller scale than serving on the planning board. Mr. Kofalt is also interested in learning more about how the planning board works and will look into OEP and NRPC training.

*A MOTION was made by Ms. Spittel and SECONDED by Ms. Ewing to nominate Jim Kofalt as 2<sup>nd</sup> Wilton NRPC Representative from the Town of Wilton to the Board of Selectmen.*

*Voting: 5 ayes. Motion carried.*

### **Maple Guys**

Chris Pfeil is still looking for a building to expand his maple sugar business. He has been in communication with Ms. Downing and Ms. Pattison regarding possible properties but no decisions have been made yet.

### **PB-SD04-0915 – Zuber**

The conditions have been met for PB-SD04-0915 – Zuber.

*An application by Walter Zuber for a subdivision of three lots. The first proposed lot is the existing lot of 10.282 acres (H-83-1). The two proposed new lots are H-83-4 and H-83-5. The proposed new lot, H-83-4, would have 2.095 acres and the proposed new lot,*

*H-83-5, would have 3.504 acres. The property is located in the southeast corner of the intersection of where Stephens Road and Badger Farm Road meet at Mason Road.*

The mylars have been signed and once payment for HCRD is received, then the mylars will be filed in Nashua.

### **Master Plan Update**

Ms. Pattison presented an executive summary of the Conservation Plan. Input from the planning board was given – some of the map information confusing and the board recommended removing lot numbers on the maps. This plan will form basis for Natural Resource Chapter.

Ms. Pattison is still waiting on input from several Department Heads for Facilities Chapter. Ms. Pattison will hold office hours Monday, December 21 and will be available to help department heads with their contributions.

### **Sign Permit Form**

Ms. Pattison presented an updated form. The purpose of this is to help the Building Inspector handle sign applications more efficiently and an updated form will be presented at the next meeting, which will break down the application by zone. The form will make sure the updated Zoning Ordinance is reflected.

### **Minutes from 12-2-15**

Page 1, line 34 and line 40: MacMartin  
Page 2, line 6: “tow” to “to”  
Page 2, line 38: Capital C in Commission  
Page 2, line 42: Ms. Pattison is  
Page 2, line 45: updated to update  
Page 3, line 16: change can to could

*A MOTION was made by Ms. Spittel and SECONDED by Ms. Ewing to approve the minutes from 12-2-15 as amended.*

*Voting: 5 ayes. Motion carried.*

### **Other Business**

Mr. Kandt asked if the Planning Board could discuss the definition of family (in Zoning Ordinance under definitions) at some point in the future.

*A MOTION was made by Mr. Faيمان and SECONDED by Ms. Ewing to adjourn the meeting.*

*Voting: 5 ayes. Motion carried unanimously.*

Chairman Kandt declared the meeting adjourned at 9:10 PM.

Respectfully Submitted,  
Sorrell Downing

Secretary